

In the drawings:

FIG. 1

101 ... Schedule information inputting means

Below 101 ... Reference

102 ... Schedule information editing means

Above 102 ... Updating

103 ... Schedule information storage means

104 ... Schedule information

105 ... Non-adjusted travel expense information search

means

106 ... Travel expense adjustment information

107 .. Schedule and message display/reply means

Below 107, left ... Not to be adjusted

Below 107, right ... To be adjusted

108 ... Travel expense adjustment information

inputting means

109 ... Travel expense adjustment information search

means

110 ... Travel expense slip editing means

111 ... Travel expense slip transmission means

FIG. 2, from left, from above

Name number

Schedule date

Start time

End time

Schedule business

Arrangement

New year meeting

Demonstration

Arrangement

Client explanation meeting

Arrangement

Test

Transfer

In-company training

In-company training

In-company training

Transfer

Meeting in section

Institute

Place

Location

Classification

First meeting room

Ginza wine bar

T university

System laboratory

F bank

Research and development department
N life insurance
Tokyo → Osaka
Kansai branch
Kansai branch
Kansai branch
Osaka → Tokyo
Second meeting room
○× building
Status

FIG. 3, from left, from above

Place
Captive building
Client
Different captive building
Non-captive building
Transfer
Other
Value
Status
Registered
Preselected
Approved
Not approved

Pending

Cancelled

Value

FIG. 4, from above, from left

Submitted date

January 16, 1997

Signature of superior

Section

First section, development department

Name, name No.

Taro Hitachi

Signature of the person

Slip No.

Month, day (day of the week)

Place

Hour, minute

Name of outwork destination, name of city, ward,
town or village

Business

Traffic route

Daily allowance

Carfare

Taxi fare

Total amount (Yen)

Departed from Gyotoku, arrived at Toycho
Systems laboratory, Yokohama City

Arrangement

Gyotoku - Kudanshita - Azamino - Kudanshita -
Toyochō

Departed from Gyotoku, arrived at Toyochō

F bank, Chuo Ward

Client explanation meeting

Gyotoku - Ginza - Tokyo - Otemachi - Toycho

Total amount

Remarks

Accounting section

Section head

Chief

Person in charge

Submitted date

January 23, 1997

Signature of superior

Section

First section, development department

Name, name No.

Taro Hitachi

Signature of the person

Slip No.

Month, day (day of the week)

Place

Hour, minute

Name of outwork destination, name of city, ward,
town or village

Business

Traffic route

Daily allowance

Carfare

Taxi fare

Total amount (Yen)

Departed from Chiba, Arrived at Osaka city.

Kansai branch, Osaka city

In-company training

Chiba - Tokyo - Shin-Osaka - Umeda - Nanba

Departed from Osaka city, arrived at Osaka city

Kansai branch, Osaka city

In-company training

Nanba - Umeda - Nanba

Departed from Osaka city, arrived at Chiba

Kansai branch, Osaka city

In-company training

Nanba - Umeda - Shin-Osaka - Tokyo - Chiba

Total amount

Remarks

Accounting section

Section head

Chief

Person in charge

FIG. 5, from left

Slip No.

Submitted date

Name number

FIG. 6, from above, from left

Slip No.

Outwork date

Departure time

Arrival time

Place

Outwork destination

Name of city, ward, town or village

Path

Daily allowance

Carfare

System laboratory

Yokohama city

Gyotoku - Kudanshita - ...

F bank

Chiyoda-ward

Gyotoku - Ginza - ...

Slip No.

Outwork date

Departure time

Arrival time

Place

Outwork destination

Name of city, ward, town or village

Path

Daily allowance

Carfare

Kansai branch

Osaka city

Chiba - Tokyo - Shin-Osaka - ...

Kansai branch

Osaka city

Nanba - Umeda - Nanba

Kansai branch

Osaka city

Nanba - Umeda - Shin-Osaka ...

FIG. 7, from above, from left

Status

Classification

Registered

Preselected

Approved

Not approved

Pending

Cancelled

Captive building

Other than outwork

Other than outwork

Other than outwork

Out of object

Other than outwork

Out of object

Client

Outwork

Obscure

Outwork

Out of object

Obscure

Out of object

Different captive building

Outwork

Obscure

Outwork

Out of object

Obscure

Out of object

Non-captive building

Outwork

Obscure

Outwork

Out of object

Obscure

Out of object

Transfer

Outwork

Obscure

Outwork

Out of object

Obscure

Out of object

Other

Other than outwork

Other than outwork

Other than outwork

Out of object

Other than outwork

Out of object

FIG. 8, from above

Schedule display section 801

[Message]

Travel expenses of the outwork to the T university
on January (month) 13th (day) are not adjusted.

Travel expenses of the outwork to the N Life
Insurance on January (month) 17th (day) are not adjusted.

Should the travel expenses be adjusted?

y: Yes

n: No

Cursor

FIG. 9, from above, from left

Travel expense slip header part

Travel expense slip particulars part

Submitted date of slip

Name number

Name

Particulars 1

Particulars n

Outwork date

Departure time

Outwork date

Departure time

FIG. 10, from above, from left

Header

Body

Destination

Addresser

Travel expense slip header part

Travel expense slip particulars part

Submitted date of slip

Name number

Name _____

Particulars 1

Particulars n

Outwork date

Departure time

Outwork date

Departure time

FIG.1

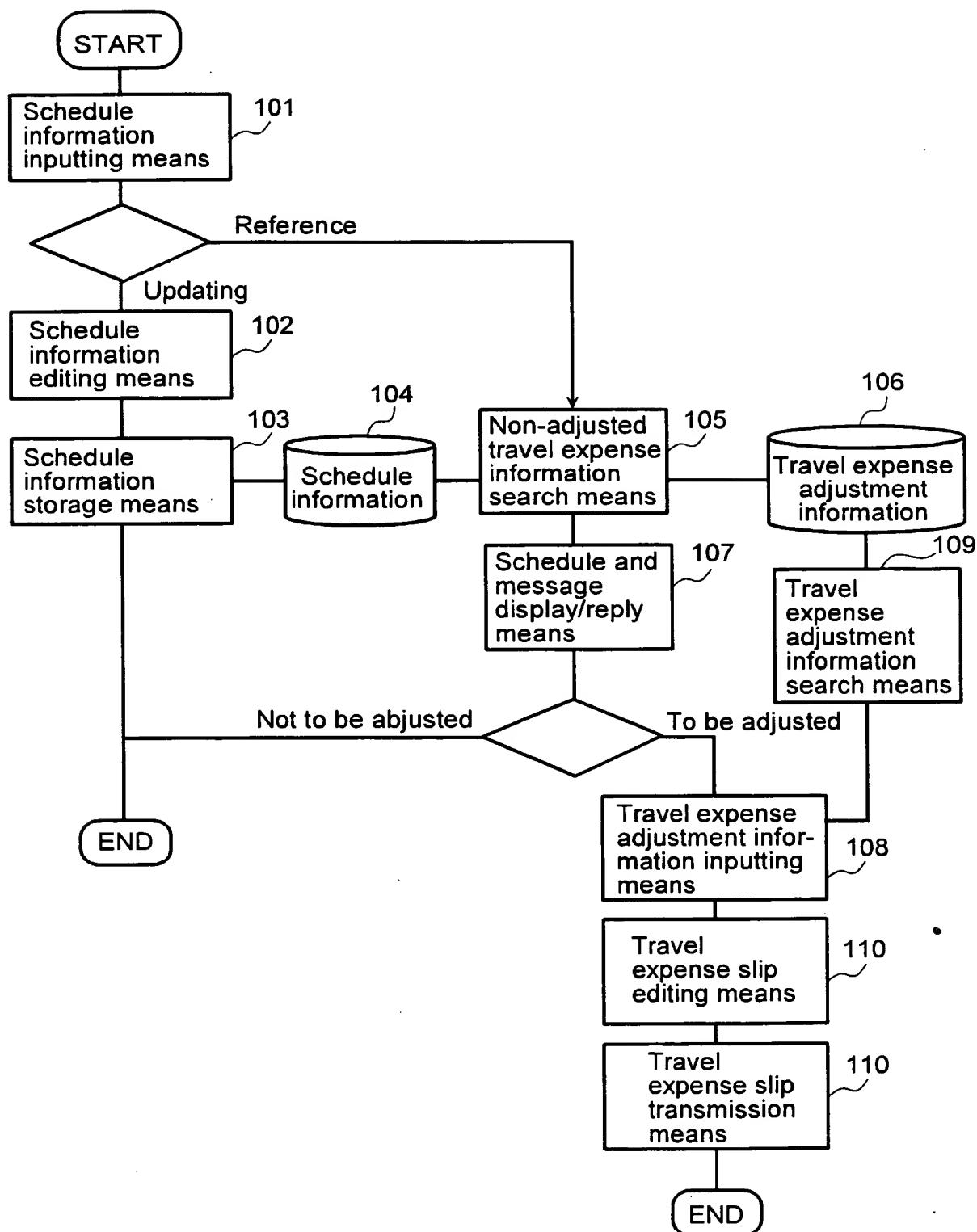


FIG. 2

name number	Schedule date	Schedule business		Place	Classification	Status	...
		Start time	End time				
201	001106866	19970110	13:00	15:00	Arrangement	3	208
202	001106866	19970110	18:00	20:30	New year meeting	5	
203	001106866	19970113	09:00	12:00	Demonstration	0	
204	001106866	19970114	10:00	12:00	Arrangement	2	
205	001106866	19970116	09:00	12:00	Client explanation meeting	2	
206	001106866	19970116	13:30	15:00	Arrangement	2	
207	001106866	19970117	15:00	20:00	Test	2	
208	001106866	19970120	07:00	11:00	Transfer	2	
209	001106866	19970120	11:00	17:00	In-company training	2	
210	001106866	19970121	09:00	17:00	In-company training	2	
211	001106866	19970122	09:00	17:00	In-company training	2	
212	001106866	19970122	17:00	22:00	Transfer	2	
213	001106866	19970123	13:00	14:30	Meeting in section	0	
214	001106866	19970124	09:00	17:00	Institute	5	
215	001106866	19970117	15:00	20:00	Test	4	
216	001106866	19970120	07:00	11:00	Transfer	4	
217	001106866	19970120	11:00	17:00	In-company training	0	
218	001106866	19970121	09:00	17:00	In-company training	0	
219	001106866	19970122	09:00	17:00	In-company training	0	
220	001106866	19970122	17:00	22:00	Transfer	0	
221	001106866	19970123	13:00	14:30	Meeting in section	5	
222	001106866	19970124	09:00	17:00	Institute	3	

FIG.3

(a)

Place	Value
Captive building	0
Client	1
Different captive building	2
Not-captive building	3
Transfer	4
Other	5

(b)

Status	Value
Registered	0
Preselected	1
Approved	2
Not Approved	3
Pending	4
Cancelled	5

FIG. 4

401

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09/508870

FIG.4

8

FIG.5

	Slip No.	Submitted date	Name number	...	
501	:	:	:		
	97010009	19970116	001106866		
	97010010	19970117	001109369		
	97010011	19970120	013005971		
	97010012	19970120	001107357		
502	97010013	19970123	001106866		
	97010014	19970124	001105973		
	:	:	:		

FIG.6

(a)					
Slip No.	97010013	Outwork date	Departure time	Arrival time	Place
					Name of city, ward, town or village
601	19970114	09:00	13:30	System laboratory	Yokohama city
602	19970116	07:00	17:00	F bank	Chiyoda-ward
					Gyotoku - Kudanshita...
					Gyotoku - Ginza -...
					...
					Path
					Daily allowance
					Carfare
					...

(b)					
Slip No.	97010013	Outwork date	Departure time	Arrival time	Place
					Name of city, ward, town or village
603	19970120	07:00	18:30	Kansai branch	Osaka city
604	19970121	08:00	18:30	Kansai branch	Osaka city
605	19970122	08:00	22:00	Kansai branch	Osaka city
					Chiba - Tokyo - Shin-Osaka...
					Nanba - Umeda - Namba
					Nanba - Umeda - Namba - Shin-Osaka...
					...
					Path
					Daily allowance
					Carfare
					...

FIG.7

Classification	Status 0 (Registered)	1 (Preselected)	2 (Approved)	3 (Not Approved)	4 (Pending)	5 (Cancelled)
0 (Captive building)	Other than outwork	Other than outwork	Other than outwork	Out of object	Other than outwork	Out of object
1 (Client)	Outwork	Obscure	Outwork	Out of object	Obscure	Out of object
2 (Different captive building)	Outwork	Obscure	Outwork	Out of object	Obscure	Out of object
3 (Non-captive building)	Outwork	Obscure	Outwork	Out of object	Obscure	Out of object
4 (Transfer)	Outwork	Obscure	Outwork	Out of object	Obscure	Out of object
5 (Other)	Other than outwork	Other than outwork	Other than outwork	Out of object	Other than outwork	Out of object

FIG.8

	Schedule display section	
801		
802	<p>[Message]</p> <p>Travel expenses of the outwork to the <u>T university</u> ~ 807 on <u>January</u> (month) <u>13th</u> (day) are not adjusted. ~ 803</p> <p>805 ~ 806 ~</p> <p>Travel expenses of the outwork to <u>the N Life Insurance</u> ~ 810 on <u>January</u> (month) <u>17th</u> (day) are not adjusted. ~ 804</p> <p>808 ~ 809 ~ 811</p> <p>* Should the travel expenses be adjusted ? <input type="checkbox"/> y : Yes n : No</p> <p>→ Cursor</p>	

FIG.9

Travel expense slip header part		Travel expense slip particulars part				
Submitted date of slip	Name	Name	Outwork date	Departure time	Particulars 1	Particulars n

FIG.10

Travel expense slip header part		Travel expense slip particulars part				
Submitted date of slip	Name	Name	Outwork date	Departure time	Particulars 1	Particulars n

1001

Header

1002

Body